



**Town of Arlington, Massachusetts**  
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## **5\_13\_13 Minutes**

Park and Recreation Commission  
Minutes  
Monday, May 13, 2013  
Approved

The Park and Recreation Commission came to order at 6:40 PM on the first floor of the Arlington Senior Center on Monday, May 13, 2013.

Members in attendance included: Leslie Mayer, Shirley Canniff, Don Vitters, and Jen Rothenberg. Also in attendance was Director of Recreation Joseph Connelly. Jim Robillard was not in attendance.

Members of the public included: Mustafa Varoglu

### **Approval of Minutes**

Ms. Rothenberg motioned to approve, seconded by Mr. Vitters and approved 4-0.

### **Open Forum – Public Comments**

No public comments.

### **2013 Park Commission Meeting Schedule**

Mr. Connelly reviewed the meeting schedule through July and it was approved. The Commission will meet twice a month until July and then reevaluate.

### **Florence Avenue Playground Bid Results**

The Commission reviewed the bid results for the playground renovation. Mr. Connelly stated that he recommended awarding the bid to the low bidder JNJ Sacca without alternate 3 at this point. Mr. Connelly stated that he was concerned with not having enough contingency funds in case something unexpected happened.

The Commission agreed and stated that they would see what funds if any were remaining at the end of the project and make a decision at that time how to proceed.

### **Banner Request Policy**

The Commission discussed the banner requests that they had and the information from Town Counsel and the Building Inspector. Ms. Mayer stated that she was told that the Redevelopment Board may need to give approval as well. The Commission asked Mr.

Connelly to gather more information and have discussion with the Town Planner as to the role of the Redevelopment Board in these cases.

All of the properties under PRC jurisdiction are zoned as "Open Space," which greatly restricts the allowable signage of any nature. At this time, the Commission has decided not to approve any banner requests at any park location.

The Commission will be working with the Redevelopment Board and the Zoning Board of Appeals to obtain further information

about what is legally allowable under which conditions~and the required approval process for these types of temporary signs.~ After the Commission receives the necessary input from these and any other relevant Town authorities, they will determine how best to proceed with any future requests.

### **~Commission Liaison Positions**

The Commission and Mr. Connelly reviewed possible Commission Liaison positions. The Commission decided on the following and volunteered as indicated below.

- Recreation Programming: Shirley Canniff and Jen Rothenberg
- Capital Improvements – Don Vitters
- Policies and Procedures – Shirley Canniff
- ADA and Playground Inspections – Don Vitters and Leslie Mayer
- Special Events and Fundraising – Jen Rothenberg
- Field Management – Shirley Canniff and Jim Robillard
- Off Leash Park and Program – Leslie Mayer
- Friends of Parks/Volunteers – Jen Rothenberg
- Open Space Committee – Leslie Mayer and Shirley Canniff
- Town Master Plan – Leslie Mayer
- Funding Opportunities – Open
- Technology and Web Management – Open

The Commission asked Mr. Connelly to again explore the possibility of Associate Commission Members. As part of that discussion the Commission asked for a list of when the current terms expire.

### **Capital Improvement Update**

**Florence Avenue Playground** – This was reviewed

**Buck Field Renovations** – The nets should be installed by the weekend

**Summer Street Netting** – The nets should be installed by the weekend

**Capital Request for FY 2014** – Mr. Connelly stated that the ADA Study, Hibbert and North Union were approved as requested.

### **Off-Leash Dog Review**

- Mustafa Varoglu - The Commission reviewed the complaint and asked for additional info from APD.
- Diane Krause - The Commission reviewed the complaint and asked for additional info from APD.

### **Special Requests**

- Soap Box Derby- Approved – 4-0 –Motion by Mr. Vitters and seconded by Ms. Canniff
- Bark for Life – Approved 4-0 with condition that all dogs are on leash at all times and owners are reminded to pick up after dogs. Motion by Ms. Canniff and seconded by Ms. Rothenberg
- Robbins Star Gazing – Approved 4-0 - Motion by Ms. Canniff and seconded by Ms. Rothenberg
- Dallin School Reunion – Preliminary approval was granted with more information requested as it becomes available – 4-0 - Approved 4-0 - Motion by Ms. Canniff and seconded by Mr. Vitters

### **Rink and Recreation Update**

Mr. Connelly stated the new donated floor was being installed in the rink from May 20 – May 22.

**Committee Updates:**

**Portable Restrooms** – Ms. Rothenberg is concerned with the vendor and will discuss the operating issues with Mr. Connelly

**Other Business**

None

Mr. Vitters motioned to adjourn, seconded by Ms. Canniff and approved 4-0. The meeting was adjourned at 8:20 PM.

Respectfully Submitted:  
Joseph Connelly, Director of Recreation